


**DATE:** March 2, 2022 

**FROM:** Christopher Rudd P.E., State Design Policy Engineer

**TO:** Office of Right of Way, Roadway Design, and Divisions of Program Delivery, P3, and Field Districts.

**SUBJECT:** Descriptions of Right of Way Easements

The office of Right of Way has modified its requirements concerning the labeling and description of easements. All easements, regardless of type, will be required to be shown with full data descriptions including bearing and distance between points. As a result, alignments will be needed for each required easement to produce these full descriptions.

**Any first submission Right of Way plans submitted for review and approval on or after August 1, 2022 will be required to incorporate these full data descriptions for all easement types.** The OpenRoads and InRoads workspaces currently available on the ROADS webpage include the revised stylesheets for the new data tables and deed descriptions / outfiles for easements. These workspaces are available at the link below:

<http://www.dot.ga.gov/PS/DesignSoftware>

The revised data tables are not included in the CAiCE workspace. Any RW plans produced from a CAiCE database and submitted after the August 1, 2022 implementation date will not be subject to this change. However, the office of Right of Way may request full data descriptions as needed for condemnation purposes.

The PPG and RW checklist will be updated to reflect this change. This memo supersedes any manuals or guides in relation to the description of right of way easements, including the PPG, until they are modified accordingly.

For questions regarding the required information in the easement descriptions, please contact Troy Hill at [thill@dot.ga.gov](mailto:thill@dot.ga.gov).

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